

**Governor's Early Childhood Council Steering Committee**  
**Meeting Minutes**  
**Tuesday, October 16, 2018**

Department of Children and Families (DCF), E211  
201 East Washington Avenue  
Madison, WI 53708

Present: Jennie Mauer, Sheila Briggs, Judy-Norman-Nunnery, Jill Hoiting, Fredi Bove, Michelle Jensen

Public: Amanda Reeve, Sherry W. Kimball

Meeting called to order by Jennie Mauer at 9:06 am.

1. Reviewed Past Minutes and Current Agenda:
  - a. August & September 2018 meeting minutes approved
  - b. No new items for current agenda
  - c. November 6 ECAC Co-Chair Meeting:
    - i. Need to reschedule
    - ii. DCF will follow-up for new dates in mid-November
2. Review Timeline/Schedule for 2019:
  - a. Strategic Planning Meeting: Scheduling August 14, 2019-Lussier Center 9-4 pm.
  - b. Clarified questions about 2019 timeline.
    - i. Timeline will be updated and shared with Steering Committee members at next meeting.
3. December 5<sup>th</sup> ECAC Full Council Meeting Planning:
  - a. Reviewed Agenda:
    - i. Focus: Continuing Needs Assessment Process
      1. Review information gathered during September ECAC Council Meeting
        - a. September Needs Assessment Information will be sent to Council Members before the meeting.
      2. Explore additional topics, current sources of data, and needed sources of data/information.
    - ii. Guest Presentations: Child Care Deserts and "Real-Time" data from the western region of the state

- b. Updated draft agenda will be updated and shared/reviewed at the November Steering Committee Meeting.
- 4. Steering Committee Membership and Co-Chairs:
  - a. Steering committee will gather more information regarding appropriate process and information related to adding and/or replacing retired steering committee members.
    - i. Need clarification related to non-state staff's responsibilities/roles.
  - b. Steering committee identified a process for identifying a chair of the steering committee to be reviewed by the ECAC co-chairs.
    - i. The chair will be associated with the State Statue related to the origin of the ECAC-the State Head Start liaison
- 5. ECAC Membership Discussion:
  - a. Decisions regarding the ECAC membership lie with the Governor's office.
- 6. Steering Committee Future Meeting Preparation:
  - a. Meeting materials will be sent one week before meeting for review
    - i. Key questions or actions needed will be highlighted
  - b. Meetings will continue to be scheduled for two hours (full-time used as needed).
  - c. New process will be evaluated and modified as needed.

Contact Amanda Reeve at (608) 422-6079 or [Amanda.Reeve@wisconsin.gov](mailto:Amanda.Reeve@wisconsin.gov) if you have questions about the agenda, have a disability and need to access this information in an alternate format, or need this information translated to another language.